

PROPERTY COMMITTEE MINUTES

DATE OF MEETING: September 9, 2020 at 7:00 a.m. County Building

MEMBERS PRESENT: Scott Nimmo – Chair and Lance Reece. Also present, Kemp, Maintenance Supervisor and Dee Rentmeister, County Administrator.

MEMBERS ABSENT: Nate Ennis and Christy Pruser

SUMMARY OF DISCUSSION:

- Two bids were received for the replacement of the roof on the county building.
 - Designed Roofing Systems Inc. submitted a bid for \$250,300.00
 - Top Quality Roofing Co. submitted a bid for \$261,600.00Keith Brandau, with Chastain & Associates will review both bids for completeness/compliance with the bid specifications. Discussed the possibility of adding \$100,000 for contingencies should the replacement of roof insulation be necessary. The apparent low bidder is Designed Roofing Systems, Inc. Motion by Reece, 2nd by Matthews to recommend to the full board to award the replacement of the roof project with a contingency amount at the September 24th meeting. Note: Attached to the minutes is the review of the bids from Chastain & Associates along with a recommended contingency amount.
- Motion by Reece, 2nd by Matthews to approve the claims. Voice vote, motion carried.
- Committee did not meet last month – no minutes to approve.
- Kevin obtained two quotes for sidewalk repair work around the county building and sheriff's department. Quote from K&K Construction - \$16,480.00 and quote from CL Rhoades - \$5145.00. After review, a motion was made by Reece, 2nd by Matthews to recommend to the full board to accept the quote from CL Rhoades for sidewalk repairs in the amount of \$5145.00. Voice vote, motion carried.
- Kevin received quotes for pest control services for county facilities except the highway department. Border Patrol - \$200/month after initial startup costs
Pest Control Professionals - \$427.50/month after initial startup costs
Motion by Reece, 2nd by Matthews to contract with Border Patrol for pest control services for \$2400 a year after start up costs. Highway will pay for their service. Voice vote, motion carried.
- Discussion on purchasing fencing slats for the east annex fenced in area. Cost is \$51.00 a box. Discussed looking into expanding the fenced in area on the west side of the property and spread out the rock that is piled up in the fenced area. Will discuss again next month.
- Project updates:
 - Alarm system in the jail is almost complete
 - Air units in master control and the UPS room have been installed.
 - Trees will be trimmed
 - Janitor has given two-week notice. Will be looking to fill position.
- Motion by Reece, 2nd by Matthews to adjourn at 8:03 a.m. Voice vote, motion carried.

COMMITTEE ACTION:

- Recommend to the full board to award the replacement of the roof project with a contingency amount at the September 21st meeting.
- Approve the claims.
- Recommend to the full board to accept the quote from CL Rhoades for sidewalk repairs in the amount of \$5145.00.
- Contract with Border Patrol for pest control services for \$2400 a year after startup costs. Highway will pay for their service.

RECOMMENDATIONS TO THE FULL BOARD:

Recommend to the full board to award the replacement of the roof project with a contingency amount at the September 21st meeting.

Recommend to the full board to accept the quote from CL Rhoades for sidewalk repairs in the amount of \$5145.00.

DATE OF NEXT MEETING: October 7, 2020 at 7:00 a.m. at the County Building

**AGENDA FOR THE
PROPERTY COMMITTEE**

Date and Time of Meeting: September 9, 2020 at 7:00 a.m. Location: County Building

1. Call Meeting to Order
2. Persons Wishing to Address the Committee/Public Comment (If requesting action, also list below in section three).
3. Items for Discussion and Possible Action
 - a. Open and recommend acceptance of bid for roof replacement
 - b. Approve bills
 - c. Approve last month's minutes
 - d. Sidewalk work around county/sheriff building
 - e. Pest control services
 - f. Fencing slats – east annex
4. Closed Session
5. Items for Discussion Only (No Action Requested)
 - a. Project updates
 - b.
 - c.
6. Motion to adjourn.

Posted: September 3, 2020 at 12:45 p.m.

By: Dee Dee Rentmeister

DeeDee Rentmeister

From: Kevin Kemp
Sent: Wednesday, September 9, 2020 10:46 AM
To: DeeDee Rentmeister
Subject: FW: Bid results, etc.
Attachments: 7372_Bid Opening Tab-Dewitt.docx

From: Keith Brandau, P.E., S.E. [mailto:kbrandau@chastainengineers.com]
Sent: Wednesday, September 9, 2020 9:13 AM
To: Kevin Kemp
Subject: Bid results, etc.

Kevin,

Attached are the results of the Bid Opening today. I have reviewed the Bids as presented and both of them comply with the requirements of the Bid Documents. I recommend that a contingency amount of \$100,000 be added to the bids for the Board's approval to cover any unforeseen expenses, such as replacement of roof insulation not already included in the Bid, and similar items.

The Contractor provides a 1 year warranty for workmanship after the date of Substantial Completion, which likely would be mid November. The Manufacturer's warranty for material is a 20 year warranty.

Keith Brandau, P.E., S.E.
Structural Department Head



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